

Contact: John Nash

**UNIVERSITY OF NORTHERN IOWA REQUEST FOR  
EMERGENCY CONTRACTING AUTHORIZATION**

**Action Requested:** Recommend the Board ratify the Executive Director's actions to use emergency procedures to repair UNI's Towers Dining Center.

**Executive Summary:** On September 3, 2018, unseasonably heavy rainfall flooded a campus utility tunnel near UNI's Tower Dining Center. Floodwaters caused a steam line in the utility tunnel to rupture and emit steam into the dining hall. The steam then activated the fire suppression system causing extensive water damage.

Executive Director Mark Braun then received a memorandum from University of Northern Iowa's Senior Vice President for Finance and Operations Michael Hager requesting authorization to invoke *Iowa Code* §262.34.2 to institute emergency procedures to award a sole source contract to Cardinal Construction of Waterloo (see next page) to make all repairs.

Executive Director Braun made a finding of the need to institute such emergency procedures and authorized the use of the sole source contract (see page 3).

**Background:** *Iowa Code* §262.34.2 (added in 2009):

"Notwithstanding subsection 1 [competitive bidding requirements], when a delay in undertaking a repair, restoration, or reconstruction of a public improvement might cause serious loss or injury at an institution under the control of the state board of regents, the executive director of the board, or the board, shall make a finding of the need to institute emergency procedures under this subsection. The board by separate action shall approve the emergency procedures to be employed."

Office of the Senior Vice President  
for Finance and Operations



September 5, 2018

Mark Braun  
Board of Regents, State of Iowa  
11260 Aurora Avenue  
Urbandale, IA 50322  
*sent via email to mark.braun@iowaregents.edu*

Dear Mark,

The University of Northern Iowa is requesting approval to institute emergency procedures to repair damage caused by a ruptured steam line and activated sprinkler heads in the University of Northern Iowa's Towers Dining Center that occurred following heavy rainfall on September 3, 2018. The dining center is currently not operational for meal services.

We request the Board Office's approval to invoke Iowa Code §262.34.2 to institute emergency procedures to award a sole source contract with Cardinal Construction of Waterloo, Iowa.

Thank you for your assistance with this matter. Please contact me if you have additional questions.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Hager".

Michael Hager, D.B.A  
Senior Vice President for Finance and Operations

c: John Nash  
Michael Zwanziger

DocuSign Envelope ID: 43268286-9605-4D6D-BAA9-444CD7A5A8C3

*Governing Iowa's public  
universities and special schools*

University of Iowa  
Iowa State University  
University of Northern Iowa  
Iowa School for the Deaf  
Iowa Braille and Sight Saving School  
Lakeside Laboratory Regents Resource Center  
Western Iowa Regents Resource Center



Michael J. Richards, MD, President, West Des Moines  
Patty Cownie, President Pro Tem, Des Moines  
Sherry Bates, Scranton  
Nancy Boettger, Harlan  
Milt Dakovich, Waterloo  
Nancy Dunkel, Dyersville  
Rachael Johnson, Sioux City  
Jim Lindenmayer, Ph.D., Ottumwa  
Larry McKibben, JD, Marshalltown  
Mark J. Braun, Executive Director

**To:** Michael Hager  
**From:** Mark Braun  
**Subject:** Request for Approval of Emergency Contracting Procedures  
Towers Dining Center (UNI)  
**Date:** September 5, 2018

In response to your letter of September 5, 2018, I am making a finding of the need to institute emergency procedures under *Iowa Code* §262.34.2 for emergency repairs to the University of Northern Iowa's Towers Dining Center following heavy rainfall on September 3, 2018. It is understood that the university plans to award a sole source contract to **Cardinal Construction of Waterloo.**

The Board will be asked to ratify these actions at its November 2018 meeting.

DocuSigned by:  
*Mark Braun*  
\_\_\_\_\_  
Mark J. Braun  
Executive Director

9/5/2018

\_\_\_\_\_  
Date

cc: Mike Zwanziger, Sarah Harms, John Nash